

Cottingham Parish Council



NOTICE OF CONCLUSION OF AUDIT

Annual Return for the year ended 31 March 2018

**Sections 20(2) and 25 of the Local Audit and Accountability Act 2014
Accounts and Audit Regulations 2015 (SI 2015/234)**

The audit of accounts for Cottingham Parish Council for the year ended 31 March 2018 has been concluded.

The Annual Return is available for inspection by any local government elector of the area of Cottingham Parish Council on application to Matthew Kay, Clerk, Cottingham Parish Council, 9 The Cottage, Market Green, Cottingham HU16 5QG between 10am and 3.00pm on Mondays to Thursday, when any local government elector may make copies of the annual return.

**Matthew Kay
Clerk to the Cottingham Parish Council
24 September 2018**

The Annual Return pages shown are true copies of the original which can be inspected at the Parish Council offices – see above.

Section 3 – External Auditor Report and Certificate 2017/18

In respect of

Cottingham Parish Council HU0062

1 Respective responsibilities of the body and the auditor

This authority is responsible for ensuring that its financial management is adequate and effective and that it has a sound system of internal control. The authority prepares an Annual Governance and Accountability Return in accordance with *Proper Practices* which:

- summarises the accounting records for the year ended 31 March 2018; and
- confirms and provides assurance on those matters that are relevant to our duties and responsibilities as external auditors.

Our responsibility is to review Sections 1 and 2 of the Annual Governance and Accountability Return in accordance with guidance issued by the National Audit Office (NAO) on behalf of the Comptroller and Auditor General (see note below). Our work **does not** constitute an audit carried out in accordance with International Standards on Auditing (UK & Ireland) and **does not** provide the same level of assurance that such an audit would do.

2 External auditor report 2017/18

In the basis of our review of Sections 1 and 2 of the Annual Governance and Accountability Return (AGAR), in our opinion the information in Sections 1 and 2 of the AGAR is in accordance with Proper Practices and no other matters have come to our attention giving cause for concern that relevant legislation and regulatory requirements have not been met.

Other matters not affecting our opinion which we draw to the attention of the authority:

None

3 External auditor certificate 2017/18

We certify that we have completed our review of Sections 1 and 2 of the Annual Governance and Accountability Return, and discharged our responsibilities under the Local Audit and Accountability Act 2014, for the year ended 31 March 2018.

External Auditor Name

PKF LITTLEJOHN LLP

External Auditor Signature

Signature of PKF Littlejohn LLP

Date

19/09/2018

* Note: the NAO issued guidance applicable to external auditors' work on limited assurance reviews for 2017/18 in Auditor Guidance Note AGN/02. The AGN is available from the NAO website (www.nao.org.uk)